

ADMINISTRATIVE - 1

Approval – Resolution Honoring John Boaz for Service to the Fairfax County
Park Authority

ISSUE:

Approval of a resolution to honor the contributions of Mr. John Boaz who has worked for the Park Authority since 1974 and currently serves as Athletic Field Manager, Area 2, Park Operations Division.

RECOMMENDATION:

The Park Authority Director recommends approval of the resolution for Mr. Boaz in honor of his accomplishments as a Park Authority employee.

TIMING:

Board action is requested on March 23, 2005.

BACKGROUND:

Mr. Boaz began his career with the Park Authority upon graduation from high school. He was a seasonal employee at Wakefield Park in 1974, working as a facility operations worker. Since those beginnings, he has been promoted several times, serving as a facility supervisor in charge of athletic field maintenance, as well as Athletic Field Manager in Area 2.

His personnel file is filled with commendations from citizens who note his support of softball tournaments, the American Heart Walk and assistance for the Annandale High School Cross Country Team.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Resolution

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director

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Brian Daly, Director, Park Operations Division
Judith A. Pedersen, Public Information Officer

ADMINISTRATIVE - 2

Approval – Resolution Honoring Greg Phipps for Service to the Fairfax County
Park Authority

ISSUE:

Approval of a resolution to honor the contributions of Mr. Greg Phipps, Area 4 Manager for the Park Authority upon his retirement.

RECOMMENDATION:

The Park Authority Director recommends approval of the resolution for Mr. Phipps in honor of his accomplishments over more than 31 years.

TIMING:

Board action is requested on March 23, 2005.

BACKGROUND:

Mr. Greg Phipps currently serves as the Area 4 Manager for the Park Operations Division. This position is the culmination of a career with the Park Authority that began in 1973 following his graduation from high school. Mr. Phipps has dedicated more than 31 years to service with the Park Authority and has worked in a variety of capacities over the years.

He was initially appointed as a Laborer I, moving up the ranks to the position of Park Specialist III. Greg has contributed greatly to the growth and quality of our park system, managing Braddock and Nottoway Parks, Twin Lakes Golf Course, Oak Marr RECenter, Area 6 and Area 4 over the course of his thirty-one year career.

At each stop, Mr. Phipps was recognized by peers and the public as a dedicated and talented employee and manager. His tenure at the Park Authority has been marked by accomplishment and commendations, including a Trailblazer Team of the Year award in 2001 for his work on the Park Authority's 50th Anniversary Committee; and a Platinum Award from the MarCom Creative Awards in 2004 for the Guide to Trail Management.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Board Agenda Item
March 23, 2005

Attachment 1: Resolution

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Brian Daly, Director, Park Operations

Judith A. Pedersen, Public Information Officer

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ADMINISTRATION - 3

Adoption of Minutes –March 9, 2005 Park Authority Board Meeting

ISSUE:

Approval of the minutes of the March 9, 2005 Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Director recommends approval of the minutes of the March 9, 2005 Park Authority Board meeting.

TIMING:

Board action is requested on March 23, 2005.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the March 9, 2005 Park Authority Board Meeting

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Nancy L. Brumit, Administrative Assistant

ACTION - 1

Contract Award – RECenter Improvements at South Run District Park
(Springfield District)

ISSUE:

Approval of a contract award to C. V. Carlson Company, Inc., of White Plains, Maryland the amount of \$1,209,000 for the construction of maintenance improvements to the heating, ventilation and air conditioning (HVAC) system and roof structure at South Run RECenter.

RECOMMENDATION:

The Park Authority Director recommends approval of a contract award to C. V. Carlson Company, Inc., of White Plains, Maryland in the amount of \$1,209,000 for the construction of maintenance improvements to the HVAC system and roof structure at South Run RECenter. In addition, the Director recommends reserving \$181,350 or fifteen (15) percent of the contract award for contract contingency, \$72,540 or six (6) percent of the contract award for administrative costs and \$28,000 for other project related cost. **(This item was reviewed by the Planning and Development Committee on March 2, 2005 and approved for submission to the Park Authority Board.)**

Contract Award	\$1,209,000
Contract Contingency (15%)	\$ 181,350
Administrative Cost (6%)	\$ 72,540
Permits and Inspections	<u>\$ 28,000</u>
 TOTAL COST	 \$1,490,890

TIMING:

Board action is requested on March 23, 2005 to maintain the project schedule.

BACKGROUND:

The Planning and Development Division's FY 2004 - 2005 Annual Work Plan included a project to scope critical maintenance improvements required at South Run RECenter. Funding for design and construction was included in the Fall 2004 Park Bond Program. The following scope of improvements for South Run RECenter (as detailed in Attachment 2) was approved by the Park Authority Board on February 9, 2005:

HVAC Renovations

- Replace the pool energy recyclers, energy recovery unit, multi-zone roof top unit, the five split systems, the domestic water heaters and several fans and pumps
- Install new HVAC units to serve the east vestibule and engineer's office
- Install new man-walk and guardrails to facilitate future servicing of the equipment
- Selectively repair/replace HVAC system controls
- Balance and clean the HVAC system

Roof Repairs

- Demolish and replace the ballasted roof system for roofs #1 and #3
- Removal of corrosion on metal roof decking and long span joist and application of protective paint

Given the scope and complexity of the improvements, the facility will need to be closed to the public for two (2) to three (3) months. The current schedule proposes making the improvements between August 2005 and November 2005 concurrent with the biannual pool maintenance shutdown scheduled for August 2005.

Seven (7) sealed bids for the construction of maintenance improvements to the HVAC system and roof structure at the South Run RECenter were received and opened on March 10, 2005, as summarized in Attachment 1. The lowest responsible bidder was

C. V. Carlson Company, Inc. Their total bid of \$1,209,000 is \$229,000 or 15.9% below the Park Authority's pre-bid estimate of \$1,438,000 and \$219,720 below the next lowest bidder. The work is to be completed within 180 calendar days of Notice-to-Proceed.

C. V. Carlson Company, Inc. holds an active Virginia Class A Contractors License. The Department of Tax Administration has verified that C. V. Carlson Company, Inc. has the appropriate Fairfax County Business, Professional and Occupational License (BPOL).

FISCAL IMPACT:

Based on the post-bid update, funding in the amount of \$1,490,890 is necessary to award this contract and to fund the associated contingency, administrative costs and other project related costs. Based on encumbrances and expenditures to date, funding is currently available in the amount of \$1,490,890 in Project 475804, Building Renovation/Expansion, in Fund 370, Park Authority Bond Construction to award this contract and to fund the associated contingency, administrative costs and other project related costs.

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ENCLOSED DOCUMENTS:

Attachment 1: Bid Results – Project: South Run District Park RECenter
Improvements

Attachment 2: Scope of Work – South Run RECenter – HVAC Renovations and
Roof

Repairs

Attachment 3: Cost Estimate – South Run RECenter – HVAC Renovations and
Roof

Repairs

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Charlie Bittenbring, Director, Park Services Division

Brian Daly, Director, Park Operations Division

Lynn S. Tadlock, Director, Planning and Development Division

Ted Zavora, Manager, Financial Planning Branch

John Lehman, Manager, Project Management Branch

Deb Garriss, Supervisor, Project Management Branch

Don Sotirchos, Project Manager, Project Management Branch

INFORMATION - 1

Distribution of Endowment for Children Donation Account Balance to the Fairfax County Park Foundation's Bright Futures Program

The Endowment for Children donation account was established in November 1997 in honor of former Park Authority Director James A. Heberlein for the stated purpose "to annually provide recreational opportunities for underprivileged children who meet the established guidelines by covering or reducing the cost of various programs provided by the Fairfax County Park Authority and the Department of Community and Recreation Services." To date, there have been no expenditures of these funds and there is a current balance in the donation account of \$2,010.

Staff has identified a program, the "Bright Futures" campaign recently initiated by the Park Foundation, which is in a position to leverage funding from the Endowment for Children account into service delivery for the intended beneficiaries.

Bright Futures is a program designed to provide 1,000 at-risk children, in first through sixth grade living in the County, with a structured summer camp program in 2005. Each child will be enrolled in a six week summer camp program provided by the Park Authority. In order to achieve the objectives, the Park Foundation has launched a campaign to raise the money needed to provide scholarships to the neediest kids in Fairfax County. The cost to send each child to camp for the summer is \$300; proceeds from the Endowment for Children account would fully cover the cost of sending six children to camp.

Unless otherwise directed by the Board, the Director will direct staff to move the balance of the Endowment for Children donation account to the Bright Futures Program of the Fairfax County Park Foundation.

FISCAL IMPACT: Reduction of \$2,010 to Revenue Fund 170 Endowment for Children donation account (tracking code 59).

ENCLOSED DOCUMENTS:
None

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STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Miriam C. Morrison, Director, Administration Division

Robert J. Brennan, Executive Director, Park Foundation